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ABSTRACT

The annotated bibliography contains citations to appropriate reference books, pamphlets and audiovisual materials for the following 17 occupations: art and craft aide, bridal consultant, child care aide, clothing assistant, companion to the elderly, consumer aide, dietetic aide, fabric coordinator, fashion coordinator, floral designer, food caterer aide, food service employee, home furnishings aide, housekeeping management assistant, physical fitness aide, tester of foods, and tester of textiles. In addition, the document suggests reading assignments in each of the reference books in coordination with units in the "Guidebook for Home Economics Cooperative Education Occupational Areas." (JR)

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REFERENCE LISTS
FOR
HECE OCCUPATIONAL AREAS

1975

Prepared and Distributed by

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U S DEPARTMENT OF HEALTH, EDUCATION & WELFARE
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Directed by

Texas Tech University
College of Home Economics
Department of
Home Economics Education
Lubbock, Texas

In cooperation with

Texas Education Agency
Department of Occupational
Education and Technology
Homemaking Education
Austin, Texas

ART AND CRAFT AIDE

BOOKS

Crafts Encyclopedia. Fort Worth, Texas: American Handicrafts Company, 1973. 184 pp. ($4.95. Decoupage, fantasy film, bottle cutting, liquid plastic, metal art, candles, shadow art, lamps, fake fur, felt, papier-mâché, foil art, loopers, glass painting, copper enameling and tooling, folk art, string art, macrame, and bead jewelry.)

* Di Valentin, Maria (Comp.). Practical Encyclopedia of Crafts. New York, New York: Sterling Publishing Co., Inc., 1971. 544 pp. ($20.00. Art materials; techniques for clay, fabric, metal, glass, natural materials, paper, plastics, leather, printing, scrap materials, and wood.)

+ Horn, George F. Art for Today's Schools. Worchester, Massachusetts: Davis Publications, Inc., 1969. 264 pp. ($14.50. Sculpture, print making, drawing and printing, commercial art, crafts.)

* Housekeeping Management Assistant, Student Edition. Rev. ed. Lubbock, Texas: Home Economics Instructional Materials Center, 1975. 249 pp. ($5.00, in Texas; $6.50, out-of-state. Equipment and supplies, maintenance of floors, dusting, caring for furniture.)

* Kimbrell, Grady; and Vineyard, Ben S. Succeeding in the World of Work. Bloomington, Illinois: McKnight Publishing Company, 1975. 326 pp. ($9.32. Importance of attitude, what the employer and employee may expect, getting along with co-workers, and unions and professional groups.)

* McCalls Needlework Treasury. New York, New York: Random House, Inc., 1965. 390 pp. ($8.95. Needlework history, embroidery, quilts, rugs, knitting, crochet, tatting, hand-loom weaving, netting, knotting, braiding, technical aids.)

Mattil, Edward L. Meaning in Crafts. 2nd ed. Englewood Cliffs, New Jersey: Prentice-Hall, Inc., 1965. 201 pp. ($7.95. Teaching crafts, modeling, and sculpting, print making, puppetry, drawing and painting, seasonal activities and holidays, ceramics, papier-mâché and mask making, weaving and needlework, and other crafts.)

* Mauger, Emily M. Modern Display Techniques. New York, New York: Fairchild Publications, Inc., 1964. 127 pp. ($8.50. The store, upright vs. landscape display, fixtures and their uses, color dynamics, lighting techniques, importance of display, psychological aspects, examples.)

Moseley, Spencer; Johnson, Pauline; and Koenig, Hazel. Crafts Design: An Illustrated Guide. Belmont, California: Wadsworth Publishing Co., Inc., 1962. 436 pp. ($19.95. Design, paper, bookbinding, weaving, decorated textiles, leather, clay, mosiacs, enameling, and additional craft suggestions.)

* Required reference
+ State adopted textbook

Portchmouth, John. Creative Crafts for Today. New York, New York : The Viking Press, 1969. 190 pp. ($8.95. Materials, tools, processes, clay, collages, mosiacs and reliefs, papier-mâché, plaster, print making, rubbing, soldering.)

* Richardson, Lou and Callahan, Genevieve. How to Write for Homemakers. 2nd ed. Ames, Iowa: Iowa State University Press, 1962. 201 pp. ($5.50. Techniques for effective written communication, photography, artwork, demonstrations.)

Shivers, Jay S. and Calder, Clarence R. Recreational Crafts: Programming and Instructional Techniques. New York, New York: McGraw-Hill Book Company, 1974. 440 pp. ($11.50. Planning arts and crafts programs, art forms, basic art techniques, print making, bookbinding, paper and papier-mâché, sculpturing, casting, mosaics, ceramics, leather, woodcrafts, metal crafts, weaving, sewing, hooking, theatre crafts, crafts from recycled materials.)

Sunset Hobby and Craft Books. Menlo Park, California : Lane Magazine and Book Company. 13 books. ($1.95 each. Ceramics, Crafts for Children, Gifts You Can Make, Leather, Macrame, Needlepoint, Quilting and Patchwork, Sculpture, Stitchery, Things to Make for Children, Weaving, Woodcarving, and Woodworking Projects.)

Wettlaufer, George and Wettlaufer, Nancy. The Craftsman's Survival Manual: Making a Full- or Part-time Living. Englewood Cliffs, New Jersey: Prentice-Hall, Inc., 1974. 94 pp. ($2.95, paperback. Guide to making a living with any craft.)

PERIODICAL

Profitable Crafts Merchandising. Peoria, Illinois: PJS Publications, Inc. ($3.00 per year. Monthly. Current craft techniques and display tips.)

AUDIOVISUAL SOURCE

Visual Education Consultants, Inc. Madison, Wisconsin 53701

ART AND CRAFT AIDE

REFERENCES	UNITS						
	I	II	III	IV	V	VI	VII
Succeeding in the World of Work	63-77 87-95	50-62 104-111					
Modern Display Techniques					13-78		
How to Write for Homemakers						89-96 137-150	
* * Housekeeping Management Assistant							31-60 133-140 159-168
McCalls Needlework Treasury[1]				1-390			
Practical Encyclopedia of Crafts[1]				1-528			

* * Required references for Housekeeping Management Assistant must also be provided.

[1] Students should begin their study with the most popular techniques and those most applicable to their employment situation.

BRIDAL CONSULTANT

BOOKS

+ Craig, Hazel Thompson. Clothing: A Comprehensive Study. Rev. ed. New York, New York: J. B. Lippincott Company, 1973. 468 pp. ($7.20. Influence of needs and environment on clothing behavior, social and psychological aspects of clothing, selection and care of clothing.)

* Clothing Assistant, Student Edition. Lubbock, Texas: Home Economics Instructional Materials Center, 1969. 241 pp. ($5.00, in Texas; $6.50, out-of-state. Fitting ready-made clothing, clothing alterations, pressing.)

* Housekeeping Management Assistant, Student Edition. Rev. ed. Lubbock, Texas: Home Economics Instructional Materials Center, 1975. 249 pp. ($5.00, in Texas; $6.50, out-of-state. Equipment and supplies, maintenance of floors, dusting, caring for furniture.)

* Jabenis, Elaine. The Fashion Director: What She Does and How To Be One. New York, New York: John Wiley and Sons, Inc., 1972. 407 pp. ($7.75, paperback. Displaying fashions, fashion shows, and special events.)

* James, Barry. Call Me Mister. Bronx, New York: Milady Publishing Corporation, 1974. 383 pp. ($10.25. Grooming, social graces, wardrobe, personality, job success, and physical fitness.)

Joel, Shirley. Fairchild's Book of Window Display. New York, New York: Fairchild Publications, Inc., 1973. 181 pp. ($15.00. Accessories and cosmetics; the boutique approach and small specialty shop; children and young people; color; fashion; home furnishings and furniture; men's wear; seasonal, institutional, special events, tricks of the trade.)

* Kimbrell, Grady and Vineyard, Ben S. Succeeding in the World of Work. 2nd ed. Bloomington, Illinois: McKnight Publishing Company, 1975. 326 pp. ($9.32. Importance of attitude, what employer and employee may expect, getting along with co-worker, unions and professional groups.)

* + Lewis, Dora S.; Burns, Jean O.; and Sconer, Esther E. Housing and Home Management. New York, New York: Macmillan Publishing Co., Inc., 1969. 464 pp. ($7.14. Selecting furnishings for the dining area.)

* Mauger, Emily M. Modern Display Techniques. New York, New York: Fairchild Publications, Inc., 1964. 127 pp. ($8.50. The store, upright vs. landscape display, fixtures and their uses, color dynamics, lighting techniques, importance of display, psychological aspects, examples.)

Perry, Patricia, ed. The Vogue Sewing Book of Fitting, Adjustments, and Alterations. New York, New York: Butterick Fashion Marketing Company, 1972. 190 pp. ($8.95. Fashion fitting.)

* Required reference
\+ State adopted textbook

* Riker, Audrey and Brisbane, Holly E. Married Life. Peoria, Illinois: Chas. A. Bennett Co., Inc., 1970. 543 pp. ($9.28. Wedding customs and laws, and weddings.)

* + Sherwood, Ruth E. Homes Today and Tomorrow. Peoria, Illinois: Chas. A. Bennett Co., Inc., 1972. 496 pp. ($10.68. Historic, decorative, and functional aspects of housing. Site location, quality, financing, the costs of home owning and renting.)

* Tolman, Ruth. Charm and Poise for Getting Ahead. Rev. ed. Bronx, New York: Milady Publishing Corporation, 1972. 431 pp. ($10.25. Skin care, cosmetic application, hair beautification, visual poise, wardrobe planning, personality development, voice, job success, and body perfection.)

* Vanderbilt, Amy. Amy Vanderbilt's New Complete Book of Etiquette. Rev. ed. Garden City, New York: Doubleday and Company, Inc., 1972. 738 pp. ($8.95. Wedding etiquette, bridal selections.)

BRIDAL CONSULTANT

REFERENCES	UNITS						
	I	II	III	IV	V	VI	VII
+ Clothing: A Comprehensive Study	356-374			244-270 72-88 160-188 208-243 273-286 287-310	312-338		
Married Life				223-335			
+ Homes Today and Tomorrow				223-301			
+ Housing and Home Management				177-185			274-283
Amy Vanderbilt's New Complete Book of Etiquette					77-97 106-118 199-222 68-76 250-269		30-67 495-509
Succeeding in the World of Work	63-77 87-95	50-62	104-111				
Modern Display Techniques							

+ State adopted textbook
* * Required references for Clothing Assistant and Housekeeping Management Assistant must be provided.

BRIDAL CONSULTANT

REFERENCES	UNITS						
	I	II	III	IV	V	VI	VII
* * Housekeeping Management Assistant							
The Fashion Director	331-383						
* * Clothing Assistant						9-83 101-110 111-120 177-196 197-206	
Charm and Poise for Getting Ahead			317-322				
Call Me Mister			273-277				

BRIDAL CONSULTANT

REFERENCES	UNITS VIII	IX	X	XI		
+ Clothing: A Comprehensive Study						
Married Life						
+ Homes Today and Tomorrow						
+ Housing and Home Management						
Amy Vanderbilt's New Complete Book of Etiquette	98-105 119-140 143-159					
Succeeding in the World of Work						
Modern Display Techniques		13-78				

BRIDAL CONSULTANT

REFERENCES	UNITS					
	VIII	IX	X	XI		
* * Housekeeping Management Assistant				31-60 133-140 159-168		
The Fashion Director		211-237	265-299			
* * Clothing Assistant						
Charm and Poise for Getting Ahead						
Call Me Mister						

CHILD CARE AIDE

BOOKS

+ Baker, Katherine Read and Fane, Xenia F. Understanding and Guiding Young Children. Englewood Cliffs, New Jersey: Prentice-Hall, Inc., 1975. 350 pp. ($8.76; $2.97, teacher's guide. Intellectual, social, emotional, and physical aspects of child development; competencies needed to work with children; overview of child care careers; career education for young children; stresses individuality and specific needs of each child, including exceptional child; parent-child relationships.)

* Bensberg, Gerald J. Teaching the Mentally Retarded. Atlanta, Georgia: Southern Regional Education Board, 1965. 195 pp. ($3.50. Development and learning in normal child, helping retarded grow and learn, helping in language development and self-care, helping residents learn, evaluation, training by positive reinforcement.)

* Brisbane, Holly E. and Riker, Audrey. The Developing Child. Rev. ed. Peoria, Illinois: Chas. A. Bennett Co., Inc., 1971. 480 pp. ($8.56. Looking toward parenthood, baby's first year; the child from one to three; the child from three to six; the child from six to twelve; special areas including racial characteristics, health and safety, looking toward adulthood.)

Creative Activities for Young Children. Albany, New York: Delmar Publishers, 1975. ($6.00, paperback. Units on creativity and the young child; developing aesthetics in children; developmental levels in art; relationship of art to total development; arts and crafts programs; play, and play activities; other creative activities; planning, presenting, and supervising.)

Wylie, Joanne. (Ed.) A Creative Guide for Preschool Teacher. Bobbs-Merrill Co., Inc., 1966. 175 pp. ($6.00, paperback. The child and the school, parents and the school, physical environment, dramatic play, language arts, arts and crafts, music, mathematics, science, health, manipulative materials.)

Gilmore, Alden S. and Rich, Thomas A. Mental Retardation: A Programmed Manual for Volunteer Workers. Springfield, Illinois: Charles C. Thomas, Publisher, 1973. 152 pp. ($5.75. Working with the mentally retarded.)

Gregg, Elizabeth M. and Boston Children's Medical Center Staff, ed. What to Do "When There's Nothing to Do." New York, New York: Dell Publishing Co., Inc., 1968. 186 pp. ($0.95, paperback. Babies; toddlers and crawlers; a surprise and comfort bag; two- and three-year-olds; three-, four-, and five-year-olds; children's books; rewards.)

* Required reference
\+ State adopted textbook

Hurlock, Elizabeth B. Child Development. 5th ed. New York, New York: McGraw-Hill Book Company, 1973. 592 pp. ($11.95; $2.50, instructor's manual. Child development from conception to puberty by developmental categories such as social development and emotional development rather than by age levels.)

* Leeper, Sarah H.; Dales, Ruth J.; Skipper, Dora S.; and Witherspoon, Ralph L. Good Schools for Young Children: A Guide for Working with Three-, Four-, and Five-Year-Old Children. 3rd ed. New York, New York: Macmillan Publishing Co., Inc., 1974. 496 pp. ($11.95. Need for centers for young children, planning and teaching the curriculum, organizing centers for young children.)

Machado, Jeanne. Early Childhood Experiences in Language Arts. Albany, New York: Delmar Publishers, 1975. ($6.00. Language development in the young child, listening as a language act, speaking as a language art, written communication, and reading.)

* Perry, Natalie. Teaching the Mentally Retarded Child. 2nd ed. New York, New York: Columbia University Press, 1974. 282 pp. ($11.00. Home-school relationships, the trainable child and his teacher, physical development, self-care, self-expression, music, language, understanding of the environment, crafts, work, group projects, school-community relationships.)

* Read, Katherine A. The Nursery School: A Human Relationships Laboratory. 5th ed. Philadelphia, Pennsylvania: W. B. Saunders Company, 1971. 371 pp. ($7.95. Nursery school description, helping children in routine and new experiences, helping children with feelings, observing and guiding growth, and working with parents.)

* Recreation and Physical Activity for the Mentally Retarded. Washington, D.C.: American Association for Health, Physical Education, and Recreation, 1966. 96 pp. ($2.50. Objectives of recreation, description of mental retardation, meaning of play for the retarded, objectives and outcomes of physical activity programs, organization and teaching, and suggested specific activities.)

* Recreation for the Mentally Retarded. Atlanta, Georgia: Southern Regional Education Board, 1964. 199 pp. ($3.50. Need for recreation, role of attendant in providing recreation, selecting activities, abc's of recreation.)

Scott, Louise B. and Thompson, Jessie J. Rhymes for Fingers and Flannelboards. New York, New York: McGraw-Hill Book Company, 1960. 136 pp. ($7.96. Birthdays, circus and zoo, city sights, the farm, other lands, fun with numbers, holidays, home and family, in fields and woods, make believe, Mother Goose, rhymes for active times, rhymes for quiet times, the seasons, and toyland.)

Smart, Mollie S. and Smart, Russell C. Development and Relationships: Pre-School Children. New York, New York: Macmillan Publishing Co., Inc., 1973. 356 pp. ($4.95, paperback. Personality and body, intellectual development, the role of play in development, socialization, and an overview of human life and growth.)

* Todd, Vivian E. and Heffernan, Helen. The Years Before School: Guiding Preschool Children. 2nd ed. New York, New York: Macmillan Publishing Co., Inc., 1970. 668 pp. ($9.95. Groups for American preschool children, the curriculum for the preschool group, participation in the preschool group.)

* Westlake, Helen G. and Westbrook, Mae. Children: A Study in Individual Behavior. Columbus, Ohio: Ginn and Company, 1973. 384 pp. ($5.97; $2.10, teacher's guide. Social, familial, parental, and genetic factors in individual development, infancy through young adulthood; child development theories.)

PAMPHLETS

* American National Red Cross. Home Nursing. 7th ed. New York, New York: Doubleday and Company, Inc., n.d. 384 pp. ($1.50, paperback. Care of the sick and injured; mother, baby, and child care; fitness for the future.)

Child Development in the Home. Washington, D.C.: Superintendent of Documents, U.S. Government Printing Office, 1974. 20 pp. ($0.45. Building self-confidence and self-discipline in the preschool child.)

Food Before Six. Chicago, Illinois: National Dairy Council, n.d. 8 pp. ($0.10. Practical suggestions for helping children enjoy eating well.)

Good Food News for Kids. Washington, D.C: Superintendent of Documents, U.S. Government Printing Office, 1974. 8 pp. (Free. Games and puzzles to teach children about food.)

Infant Care. Washington, D.C.: Superintendent of Documents, U.S. Government Printing Office, 1973. 78 pp. ($1.00. Expectations from new baby and solving problems during first year such as feeding, clothing, care, growth, and development.)

* McEnery, E. T. and Suydam, Margaret J. Feeding Little Folks. Chicago, Illinois: National Dairy Council, 1967. 24 pp. ($0.25. What to expect in children, what foods they should have, and how to bring children and foods together happily.)

* Minimum Standards for Day Care Centers. Austin, Texas: Texas Department of Public Welfare, 1974. 64 pp. (Free. Organization and administration; personnel; building, grounds, and equipment; fire, sanitation, and safety; physical health; food service and nutrition; and program.)

* Summary of Communicable Diseases Common Among Children. Austin, Texas: Texas State Department of Health, 1970. 15 pp. (Free. Communicable diseases - what to look for, how disease is spread, how to prevent, regulations.)

The Scrap Book: A Collection of Activities for Preschoolers. Ann Arbor, Michigan: Friends of Perry Nursery School, 1972. 138 pp. ($2.00. Order from Day Care and Child Development Council of America, Inc. Games, simple gardening, arts, crafts, and perception stimulation; preparation and sensing of foods; and simple exercises and play. Emphasis on maximal initiative and experiencing by the child.)

Upchurch, Beverly. Easy-To-Do Toys and Activities for Infants and Toddlers. Greensboro, North Carolina: Infant Care Project of the University of North Carolina at Greensboro, 1971. 42 pp. ($1.50. Order from Day Care and Child Development Council of America, Inc. Homemade toys, activities, records, action songs and rhymes, mobiles and wall decorations, listing of materials, how to organize them, and where to get them.)

AUDIOVISUALS

Everyday Problems of Young Children. New York, New York: Parents Magazine Films, Inc., 1974. ($49.00, with record; $58.00, with cassettes. Five filmstrips, color, sound, discussions guides for audio script booklets. Filmstrips - Disobedience, Agression, Worrisome Things, Fear, Starting to School.)

Feeding Your Young Children. Chicago, Illinois: National Dairy Council, n.d. ($2.50. Filmstrip, color, silent, 60 frames. Leader's guide. Practical guidelines with emphasis on building positive attitudes toward food and understanding the small child's developmental needs.)

Wilson, LaVisa and Day Care and Child Development Council of America, Inc. Working with Children in Day Care. Washington, D.C.: Day Care and Child Development Council of America, Inc., n.d. ($15.00. Ten filmstrips, color, sound, 280 frames, 33 1/3 rpm record, script, programmed assignment notebook, instruction sheet. The Child; Safety in the Day Care Center; Sleeping, Eating, Toilet Training; Who am I?; Discipline; The Child with Others; The Child Learns; The Child Talks; The Child Plays; Choosing Toys and Activities.)

PERIODICALS

Day Care and Early Education. New York, New York: Behavioral Publications, Inc., ($9.75 per year. Five times a year - September, November, February, April, June.)

Dimensions. Little Rock, Arkansas: Southern Association on Children Under Six. ($5.00 per year. Quarterly. Objectives, learning experiences, and materials for activities in the classroom.)

CLOTHING ASSISTANT

BOOKS

Carlin, David. Alteration of Men's Clothing. 3rd ed. New York, New York: Fairchild Publications, Inc., 1962. 128 pp. ($5.95. Illustrated handbook on step-by-step method for saving time and operating an efficient, economical alteration workroom, glossary of terms, list of "don'ts" for fitters and tailors, and suggestions for dealing with customers' moods.)

* Erwin, Mabel D., and Kinchen, Lila A. Clothing for Moderns. 5th ed. New York, New York: Macmillan Publishing Co., Inc., 1974. 516 pp. ($9.95. Wardrobe information, altering ready-to-wear, dressmaker tailoring, pattern designing, and dress decoration.)

Jarnow, Jeannette and Judelle, Beatrice. Inside the Fashion Business. 2nd ed. New York, New York: John Wiley and Sons, Inc., 1974. 432 pp. ($11.95. Inside the fashion industry, designing, producing, and distributing apparel and accessories.)

Mauger, Emily M. Modern Display Techniques. New York, New York: Fairchild Publications, Inc., 1964. 128 pp. ($8.50. "How" and "why" of effective display, the mechanical aspects and use of displaying to appeal to customers, future trends and potential in the field, a list of source materials, and a comprehensive bibliography.)

* McDermott, Irene E. and Norris, Jeanne L. Opportunities in Clothing. Rev. ed. Peoria, Illinois: Chas. A. Bennett Co., Inc., 1972. 350 pp. ($8.28. Wage-earning occupations in clothing; fibers, fabrics, color, design, construction, fitting, and alterations; money-making standards, work standards, and skills with emphasis on personal requirements; job getting and know-how.)

Perry, Patricia. (Ed.) Ready, Set, Sew. New York, New York: Butterick Fashion Marketing Company, 1971. 326 pp. ($4.95, paperback. Fashion, patterns, fabric, dictionary of fabrics, notions, tools, machines, fitting, layouts, basic construction, tailoring.)

Perry, Patricia. (Ed.) The Vogue Sewing Book of Fitting, Adjustments, and Alterations. New York, New York: Butterick Fashion Marketing Company, 1972. 190 pp. ($8.95. Art of creative fashion fitting, fashion dimensions on the level, surrounding yourself with fashion fit.)

* Pollard, L. Belle. Experiences with Clothing. Columbus, Ohio: Ginn and Company, 1968. 403 pp. ($6.33. Wardrobe planning, equipment for repairs and construction, extending the service of clothing, clothing construction, time-saving construction of separates, dressmaking, simplified tailoring, clothing for infants and children.)

* Required reference
+ State adopted textbook

Rosencrantz, Mary I. Clothing Concepts: A Social-Psychological Approach. New York, New York: Macmillan Publishing Co., Inc., 1972. 339 pp. ($9.95. Clothing awareness, clothing symbols, role emphasis in clothing.)

PAMPHLETS

Clothing Repairs. Washington, D.C.: Superintendent of Documents, U.S. Government Printing Office, 1970. 30 pp. ($0.60. Twenty-five repairs to prolong the usefulness of garments.)

Sewing Your Zipper 1-2-3. Toccoa, Georgia: Coats and Clark, Inc., 1971. 6 pp. (Free, limit 25. Centered and lapped applications for metal and polyester coil zippers.)

AUDIOVISUALS

Careers in The Fashion Industry. New York, New York: Butterick Publishing, n.d. ($120.00, with records; $128.00 with cassettes. Eight filmstrips, color, sound, teacher's guide, student activity guides. Career opportunities in ready-to-wear, home sewing, and fabrics; career-starting jobs to high executive positions.)

Sewing by Sight and Sound. New York, New York: Butterick Fashion Marketing Company, 1974. ($89.50. Twelve lessons, six flipcharts, six cassettes, twelve patterns, teacher's guide, and slipcase. Seams, seam finishes; darts, cut-in-one casings; centered zippers, invisible zippers; shaped facings, all-in-one facings; set-in sleeves, raglan sleeves; hems and hem finishes, fasteners.)

COMPANION TO THE ELDERLY

BOOKS

Anderson, Linnea; Dibble, Marjorie V.; Mitchell, Helen S.; and Rynbergen, Henderika J. Nutrition in Nursing. Philadelphia, Pennsylvania: J. B. Lippincott Company, 1972. 406 pp. ($8.75. Therapeutic diets, basic nutrition information, nutrition in relation to life cycle, diet in disease, and references.)

Boyd, Rosamonde Ramsey and Oakes, Charles E. Foundation of Practical Gerontology. Columbia, South Carolina: University of South Carolina Press, 1969. 270 pp. ($7.95. Sociology of aging, health and illness among the elderly, psychological and psychiatric aspects of aging, economics of being old, special programs and strategies, aging in perspective.)

* Brickner, Philip W. (Ed.) Care of the Nursing-Home Patient: A Textbook for Nurse's Aides, Nursing Attendants, Orderlies, and Attendents. New York, New York: Macmillan Publishing Co., Inc., 1971. 342 pp. ($7.50. People in the nursing home, medical problems in the nursing home, care of the patient with physical disability, care of the emotionally disturbed patient.)

* Caldwell, Esther and Hegner, Barbara. Geriatrics: A Study of Maturity. Albany, New York: Delmar Publishers, 1975. 256 pp. ($5.60, paperback. Aging, older people and community life, special geriatric needs, conditions of illness.)

Hoffman, Adeline M. The Daily Needs and Interests of Older People. Springfield, Illinois: Charles C. Thomas Publishers, 1970. ($16.50. Various needs of elderly; the development of gerontology; demographic, political, economic, psychological, sociological, and biological aspects of aging; basic needs; citizen responsibilities to the aged; and future developments for the aged.)

Hooper, Langdon and McWilliams, P. A. Care of the Nursing Home Patient. Boston, Massachusetts: Little, Brown and Company, 1967. 325 pp. ($9.50. Information source and guide for professional persons staffing nursing homes.)

* Housekeeping Management Assistant, Student Edition. Rev. ed. Lubbock, Texas: Home Economics Instructional Materials Center, 1975. 249 pp. ($5.00, in Texas; $6.50, out-of-state. Equipment, maintenance of floors, dusting, caring for furniture, care of patient rooms.)

* + Lewis, Dora S.; Peckham, Gladys C.; and Hovey, Helen S. Family Meals and Hospitality. New York, New York: Macmillan Publishing Co., Inc., 1972. 560 pp. ($10.56. Nutrition, meal planning and preparation, entertaining.)

* Required reference
\+ State adopted textbook

May, Elizabeth E.; Waggoner, Neva R.; and Hotte, Eleanor B. Independent Living for the Handicapped and the Elderly. Boston, Massachusetts: Houghton Mifflin Company, 1974. 271 pp. ($9.95. Management principles; work simplification principles; music dramatics, art, and nature study for young children to share with grandparents; selection and adaptation of clothing; self-help clothing; planning of living space for people with physical limitations.)

Merrill, Toni. Activities for the Aged and Infirm: A Handbook for the Untrained Worker. Springfield, Illinois: Charles C. Thomas, Publishers, 1967. 372 pp. ($12.75. Games and activities for older persons.)

* O'Brien, Maureen J. The Care of the Aged: A Guide for the Licensed Practical Nurse. St. Louis, Missouri: The C. V. Mosby Company, 1971. 144 pp. ($5.25, paperback. Outcomes of the aging process, the nursing practitioner, the plan of care, dying and death, communication and collaboration, problems and advantages of aging.)

* Reese, Dorothy Erickson. How to Be a Nurse's Aide in a Nursing Home. Washington, D.C.: American Nursing Home Association, n.d. 180 pp. ($2.50. Order from American Health Care Association. Nurse's aide, patient's room, foods and fluids, moving patients, elimination, personal activities of patients, protecting a patient, care of equipment, special problems.)

Reynolds, Frank Walker and Barsam, P. C. Adult Health: Services for the Chronically Ill and Aged. New York, New York: Macmillan Publishing Co., Inc., 1967. ($8.95. Prevention and detection of disease and care of the chronically ill and aged at home and in the institutions.)

Simpson, Ida Harper and McKinney, John C., ed. Social Aspects of Aging. Durham, North Carolina: Duke University Press, 1972. 341 pp. ($4.95, paperback. Adjustments to be made at retirement, expectations and reactions to retirement.)

Twente, Esther E. Never Too Old. San Francisco, California: Jossey-Bass Inc., Publishers, 1970. 246 pp. ($9.50. Images, families, interest groups, service agencies, objectives, intervention.)

* Vanderbilt, Amy. Amy Vanderbilt's New Complete Book of Etiquette. Rev. ed. New York, New York: Doubleday and Company, Inc., 1972. 738 pp. ($8.95. Entertaining, social functions, correspondence.)

AUDIOVISUALS

How Would You Like To Be Old? Pleasantville, New York: Guidance Associates, 1973. ($48.50. Two filmstrips, color, sound, Part I--97 frames, Part II--107 frames. Two 12" records or two cassettes, discussion guide. Part I--Economics and psychological penalties our society imposes on the elderly. Part II--Personal portraits illustrate the creativity and vigor which can mark later years and relationships between aged persons and the young.)

The Therapeutic Community. Ann Arbor, Michigan: University of Michigan, 1969. ($11.05. Film, color, sound, 27 minutes. Planned rehabilitation program includes a sheltered work shop, crafts, skills of personal care, group work, and experience in the outside community.)

To Live with Dignity. Ann Arbor, Michigan: University of Michigan, 1972. ($11.05. Film, color, sound, 30 minutes. Three-month rehabilitation program with institutionalized old people using social interaction groups, group crafts, exercise, music therapy, and daily self-care.)

AUDIOVISUAL SOURCES

Health Films Catalog. Texas State Department of Health, State Department of Health Building, 410 E. 5th Street, Austin, Texas 78711

Gerontological Film Collection. Special Services Division, Main Library, North Texas State University, Denton, Texas 76203

COMPANION TO ELDERLY

REFERENCES	UNITS						
	I	II	III	IV	V	VI	VII
Care of the Nursing-Home Patients	13-19	91-99	61-71 100-167	3-10 21-31	33-36 185-191		73-88 36-40
Geriatrics: A Study of Maturity	46-54 88-95		7-33	151-162 34-39	96-105		106-113
The Care of the Aged	37-51	82-97 98-106 61-70	7-36 107-118	73-81			
How to be a Nurses' Aide in a Nursing Home	5-7	10	8-9		64-76 81-109	146-147	24-34
* * Housekeeping Management Assistant						209-246	

+ State adopted textbook
* * Required references for Housekeeping Management Assistant must also be provided.

COMPANION TO ELDERLY

REFERENCES	UNITS						
	I	II	III	IV	V	VI	VII
+ Family Meals and Hospitality							12-41 59-93 106-361
Amy Vanderbilt's New Complete Book of Etiquette	523-528						

REFERENCES	UNITS VIII	IX	X	XI	XII		
Care of the Nursing-Home Patient		169-182 98-99	211-265 285-337 40-45 52-54	267-283			
Geriatrics: A Study of Maturity		114-121	82-87	61-66 67-74			
The Care of the Aged							
How to be a Nurses' Aide in a Nursing Home	14-22 148-150	112-119 168-169	36-52 54-61 162-167				
* * Housekeeping Management Assistant	77-84 31-62 133-140 197-202 159-162 151-158						

COMPANION TO ELDERLY

REFERENCES	UNITS						
	VIII	IX	X	XI	XII		
+ Family Meals and Hospitality							
Amy Vanderbilt's New Complete Book of Etiquette					305-361 375-490 537-614 739-779		

CONSUMER AIDE

BOOKS

Better Business Bureau. Consumer's Buying Guide: How to Get Your Money's Worth. New York, New York: Barnes and Noble, Inc., 1973. 205 pp. ($2.00, paperback. Order from Harper and Row Publishers, Inc. Buying furniture, carpeting, appliances, food, clothing, etc.)

Britton, Virginia. Personal Finance. New York, New York: American Book Company, 1968. 406 pp. ($5.50. Order from Van Nostrand Reinhold Company. Prices of consumer goods, consumer credit, food budget, clothing budget, and other expenditures.)

* Callahan, Genevieve and Richardson, Lou. Home Economics Show-How and Showmanship. Ames, Iowa: Iowa State University Press, 1966. 149 pp. ($4.95. Techniques for developing visual communication techniques for home economists.)

* Housekeeping Management Assistant, Student Edition. Rev. ed. Lubbock, Texas: Home Economics Instructional Materials Center, 1975. 249 pp. ($5.00, in Texas; $6.50, out-of-state. Equipment and supplies, maintenance of floors, dusting, caring for furniture.)

* James, Barry. Call Me Mister. Bronx, New York: Milady Publishing Corporation, 1974. 383 pp. ($10.25. Grooming, social graces, wardrobe, personality, job success, and physical fitness.)

Joel, Shirley. Fairchild's Book of Window Display. New York, New York: Fairchild Publications, Inc., 1973. 181 pp. ($15.00. Accessories and cosmetics; the boutique approach and small specialty shop; children and young people; fashion; home furnishings and furniture; men's wear; seasonal; institutional; special events; tricks of the trade.)

* Kimbrell, Grady and Vineyard, Ben S. Succeeding in the World of Work. 2nd ed. Bloomington, Illinois: McKnight Publishing Company, 1975. 326 pp. ($9.32. Importance of attitude, what employer and employee may expect, getting along with co-worker, unions and professional groups.)

+ Lewis, Dora S.; Burns, Jean O.; and Segner, Esther E. Housing and Home Management. New York, New York: Macmillan Publishing Co., Inc., 1969. 464 pp. ($7.14. Buying for the family.)

* Mauger, Emily M. Modern Display Techniques. New York, New York: Fairchild Publications, Inc., 1964. 127 pp. ($8.50. Store, arranging merchandise, fixtures, color, lighting, psychological aspects, dramatic settings, fashion shows, examples.)

Richardson, Lou and Callahan, Genevieve. How to Write for Homemakers. 2nd ed. Ames, Iowa: Iowa State University Press, 1962. 201 pp. ($5.50. Techniques for effective written communication, photography, and art work.)

* Required reference
+ State adopted textbook

+ Thal, Helen. Your Family and It's Money. Rev. ed. Boston, Massachusetts: Houghton Mifflin Company, 1973. 280 pp. ($5.40. Management in family living, financial information to aid in decision-making.)

* Tolman, Ruth. Charm and Poise for Getting Ahead. Rev. ed. Bronx, New York: Milady Publishing Corporation, 1972. 431 pp. ($10.25. Skin care, cosmetic application, hair beautification, visual poise, wardrobe planning, personality development, voice, job success, and body perfection.)

* + Warmke, Roman F.; Wyllie, Eugene D.; and Sellers, Beulah E. Consumer Decision Making: Guides to Better Living. Cincinnati, Ohio: South-Western Publishing Company, 1972. 482 pp. ($6.20. Economics and the consumer, the consumer and the market, money matters, consumer guides for buying.)

PAMPHLET

* "Care of Children." Supplementary Unit to Housekeeping Management Aide. Lubbock, Texas: Home Economics Instructional Materials Center, 1975. 60 pp. ($1.00. Infant care, guidance of children's behavior, children's food and eating habits, children's play, health and safety.)

* Money Management Library. Chicago, Illinois: Household Finance Corporation, 1971. 12 booklets. ($3.50. Your Clothing Dollar, Your Food Dollar, Your Shopping Dollar, Your Equipment Dollar and Your Home Furnishings Dollar.)

AUDIOVISUAL

The Contemporary Consumer Modular Series. New York, New York: McGraw-Hill Book Company, 1974. Pamphlets 80 pp. each. ($200.00, set of eight filmstrips; $2.22, each pamphlet. Eight filmstrips, color, sound, cassettes, teacher's manual key, general methodology manual. Protection and the Law; Housing, Furniture, and Appliances; Understanding the Marketplace; Food and Clothing; Health, Education, and Recreation; transportation; Financial Security; and Money Management.)

CONSUMER AIDE

REFERENCES	UNITS						
	I	II	III	IV	V	VI	VII
Succeeding in the World of Work	63-77 87-95	50-62 104-111					
+ Consumer Decision Making: Guides to Better Living			405-428 437-454 61-113				
Money Management Library "Your Shopping Dollar"			11-14 16-21				
"Your Home Furnishings Dollar"			20-38				
"Your Clothing Dollar"			11-38				
"Your Equipment Dollar"			3-33				
"Your Food Dollar"			17-38				
* * Housekeeping Management Assistant							31-60 133-140 159-168

+ State adopted textbook
* * Required references for Housekeeping Management Assistant must also be provided.

CONSUMER AIDE

REFERENCES	UNITS						
	I	II	III	IV	V	VI	VII
"Care of Children"						1-60	
Home Economics Show-How and Showmanship				29-36 82-86 111-116 119-121			
Charm and Poise for Getting Ahead		317-322					
Call Me Mister		273-277					
Modern Display Techniques				13-78			

DIETETIC AIDE

BOOKS

* Being A Food Service Worker. Bowie, Maryland: Robert J. Brady Company, 1967. 276 pp. ($5.50. Sanitation, housekeeping and safety, nutrition, food preparation, production planning, food service, cost control.)

Burton, Benjamin T. The Heinz Handbook of Nutrition. 2nd ed. New York, New York: McGraw-Hill Book Company, 1965. 462 pp. ($11.50. Utilization of foods, the food elements, nutrition in health, nutrition in disease, additional aspects.)

* Cornelius, Ethelwyn G. Food Service Careers. Peoria, Illinois: Chas. A. Bennett Co., Inc., 1974. 336 pp. ($11.32. Skills and attitudes needed for successful employment in the food service industry.)

Kotschevar, Lendal H. Quantity Food Production. 3rd ed. Boston, Massachusetts: Cahners Publishing Co., Inc., 1974. 672 pp. ($16.00. Kitchen production, bakeshop production, management planning, work methods, sanitation, nutrition, cooking and heat, quantity food equipment.)

* + Lewis, Dora S.; Peckham, Gladys C.; and Hovey, Helen S. Family Meals and Hospitality. New York, New York: Macmillan Publishing Co., Inc., 1972. 560 pp. ($10.56. Food and health, management and service, breakfast, luncheon, dinner, entertaining, special meals, foods for future use, and recipes.)

* Peyton, Alice B. Practical Nutrition. 2nd ed. Philadelphia, Pennsylvania: J. B. Lippincott Company, 1962. 434 pp. ($3.75. Normal nutrition, diet therapy, food economics.)

Simplified Diet Manual - With Meal Patterns. 3rd ed. Ames, Iowa: Iowa State University Press, 1969. 106 pp. ($4.50; $2.25, study guide. Planning and preparing meals to meet any diet situation. Study guide on meal planning, preparation, modified diets, and four basic food groups.)

Stokes, John W. Food Service in Industry and Institutions. Dubuque, Iowa: William C. Brown Company, Publishers, 1973. 280 pp. ($9.95. History of food service, management and supervision, design and equipment, lighting, preventive maintenance, purchasing, receiving, storage, menu planning, food preparation, distribution, service, sanitation, safety, fire prevention, law and regulations.)

Townsend, Carolynn E. Nutrition and Diet Modification for the Nurse. Albany, New York: Delmar Publishers, 1972. 239 pp. ($5.20, paperback; $1.25, instructor's guide. Basic nutrition; essential nutrients--sources, functions, deficiency symptoms and recommended daily allowances; meal preparation.)

* Required reference
\+ State adopted textbook

Turner, Dorothea. Handbook of Diet Therapy. 5th ed. Chicago, Illinois: Univeristy of Chicago Press, 1970. 260 pp. ($7.50. Basic four food groups and various modified diets.)

PAMPHLET

A Guide to Nutrition and Food Service: For Nursing Homes and Homes for the Aged. Rev. ed. Washington, D.C.: U.S. Department of Health, Education, and Welfare, 1971. 112 pp. ($2.45. Order from Superintendent of Documents. Basic nutrition, understanding the patient, menu planning, food purchasing, food storage, food preparation, meal service, sanitation and safety, management, remodeling or building, and resources.)

PAMPHLET SOURCE

The American Dietetic Association, 620 North Michigan Avenue, Chicago, Illinois 60611

National Restaurant Association, Educational Materials Center, Suite 2600, 1 IBM Plaza, Chicago, Illinois 60611

AUDIOVISUAL

Food-Borne Illnesses. Rev. ed. Chicago, Illinois: National Restaurant Association, 1970. ($0.50. Available in Spanish also. Reference chart on food, food-borne illnesses, causative agents, foods usually involved, and preventive procedures.)

AUDIOVISUAL SOURCES

The American Dietetic Association, 620 North Michigan Avenue, Chicago, Illinois 60611

National Restaurant Association, Educational Materials Center, Suite 2600, 1 IBM Plaza, Chicago, Illinois 60611

FABRIC COORDINATOR

BOOKS

* + Craig, Hazel Thompson. Clothing: A Comprehensive Study. New York, New York: J. B. Lippincott Company, 1968. 468 pp. ($7.20. Origin and evolution of clothing fashion and the garment industry, social and psychological aspects of clothing, selection and care of clothing and textiles, careers in clothing and textiles, construction of clothing.)

* Fibers and Fabrics. Austin, Texas: The University of Texas Instructional Materials Center, 1967. 288 pp. ($7.50. Product specifications and information on natural and synthetic fibers; finishes, care, construction, weaves, and uses of fabrics.)

* Housekeeping Management Assistant, Student Edition. Rev. ed. Lubbock, Texas: Home Economics Instructional Materials Center, 1975. 249 pp. ($5.00, in Texas, $6.50 out-of-state. Equipment, maintenance of floors, dusting, caring for furniture.)

Joel, Shirley. Fairchild's Book of Window Display. New York, New York: Fairchild Publications, Inc., 1973. 181 pp. ($15.00. Accessories and cosmetics; the boutique approach and small speciality shops; children and young people; fashion; home furnishings and furniture; men's wear; seasonal; institutional; special events; tricks of the trade.)

* Kimbrell, Grady and Vineyard, Ben S. Succeeding in the World of Work. 2nd ed. Bloomington, Illinois: McKnight Publishing Company, 1975. 326 pp. ($9.32. Importance of attitude, what employer and employee may expect, getting along with co-workers, unions and professional groups.)

* McDermott, Irene E. and Norris, Jeanne L. Opportunities in Clothing. Peoria, Illinois: Chas. A . Bennett Co., Inc., 1972. 350 pp. ($8.28. Color, line, design, fabric, merchandising, clothing, industrial sewing, clothing construction, fitting and alteration.)

* Mauger, Emily M. Modern Display Techniques. New York, New York: Fairchild Publications, Inc., 1964. 127 pp. ($8.50. Store, arranging merchandise, fixtures, color, lighting, psychological aspects, dramatic settings, fashion shows, examples.)

* Required reference
\+ State adopted textbook

* + Vanderhoff, Margil; Franck, Lavina; and Campbell, Lucille. Textiles for Homes and People. Lexington, Massachusetts: Ginn and Company, 1973. 516 pp. ($6.60. Textiles, fabrics and design, textile laws and standards, clothing needs and wants, occupations in textiles.)

AUDIOVISUALS

Clothing Care Clues. Madison, Wisconsin: Visual Education Consultants, Inc., n.d. ($21.95, regular kit; $27.95, deluxe kit. Three filmstrips, color, silent, teacher's guides, eight "Care Duo-Dials," care label, two-page Care Survey, Cleaning Comparison Sheet, three student outlines, student activity sheet, photo of bulletin board. Fabric care and stain removal.)

Fabric Keynotes. Madison, Wisconsin: Visual Education Consultants, Inc., n.d. ($25.95, regular kit; $31.95, deluxe kit. Five filmstrips, color, silent, five student outlines (1 each film, ten "Shopper's Label and Law Dictionaries," four 9- x 12-inch swatches. Fibers into yarns, color and design, fabric construction, fabric finish, and shopper's hidden treasure.)

Roberts, Jane. The Grain of Fabric. Madison, Wisconsin: Visual Education Consultants, Inc., n.d. ($17.95, regular kit; $24.95, deluxe kit. 1 filmstrip, color, silent, teacher's guide, four 9- x 12-inch swatches, 10 student's "Shopper's Fabric Dictionary," pre-test, post-test, student outline, photo of bulletin board. Identifying off-grain fabric, off-grain prints, grain perfection; characteristics and uses of lengthwise, crosswise, and bias grain; methods of straightening fabrics according to fiber and finish.)

The Up-and-Down of Fabric. Madison, Wisconsin: Visual Education Consultants, Inc., n.d. ($17.95, regular kit; $24.95, deluxe kit. One filmstrip, color, silent, 45 frames, teacher's guide, four 9- x 12-inch swatches, photo of bulletin board, pre-test, post-test, and student outline. Pile fabrics, napped fabrics, one-way design and one-way surface fabrics; identification; pattern layouts; and cutting.)

FABRIC COORDINATOR

REFERENCES	UNITS						
	I	II	III	IV	V	VI	VIII
Opportunities in Clothing	30-42	26-29 151-162 183-185	193-194 225-229	83-150	43-82 258-268 272-275	268-272 276-306	
+ Textiles for Homes and People	462-469		216-252	2-172			
+ Clothing: A Comprehensive Study	356-371			244-271	72-103 160-188 208-243 378-401	401-453	
Succeeding in the World of Work	63-77 87-95	50-62 104-111					
Modern Display Techniques							
* * Housekeeping Management Assistant							
Fibers and Fabrics			3-11	23-260	17-22 275-288		

+ State adopted textbook
* * Required references for Housekeeping Management Assistant must also be provided.

FABRIC COORDINATOR

REFERENCES	UNITS						
	IX	X					
Opportunities in Clothing							
+ Textiles for Homes and People							
+ Clothing: A Comprehensive Study							
Succeeding in the World of Work							
Modern Display Techniques	13-78						
* * Housekeeping Management Assistant		31-60 133-140 159-168					
Fibers and Fabrics							

FASHION COORDINATOR

BOOKS

Brenner, Barbara. Careers and Opportunities in Fashion. New York, New York: E. P. Dutton and Company, Inc., 1964. 191 pp. ($4.95. Fashion industry, design, production, coordination, promotion.)

* Clothing Assistant, Student Edition. Lubbock, Texas: Home Economics Instructional Materials Center, 1969. 241 pp. ($5.00, in Texas; $6.50, out-of-state. Fitting ready-made clothing.)

Curtis, Frieda Steinmann. How to Give a Fashion Show. New York, New York: Fairchild Publications, Inc., 1957. 96 pp. ($4.50. Planning, models, cost, ideas, commentation.)

* + Craig, Hazel Thompson. Clothing: A Comprehensive Study. New York, New York: J. B. Lippincott Company, 1968. 468 pp. ($7.20. Origin and evolution of clothing, fashion and the garment industry, social and psychological aspects of clothing, selection and care of clothing, careers in clothing and textiles, construction of clothing.)

Fashion Coordinator. Indianapolis, Indiana: ITT Educational Publishing, 1969. 156 pp. ($7.30; $5.00, teacher's manual. The job of a fashion coordinator, planning a fashion show, planning seminars, planning a new season, working with a textile converter, and the duties of a stylist.)

Fried, Eleanor L. Is The Fashion Business Your Business? 3rd ed. New York, New York: Fairchild Publications, Inc., 1970. 226 pp. ($6.95. Fashion industry, designing, planning, publishing, engineering and management of apparel production, jobs and careers.)

Gold, Annalee. How To Sell Fashion. New York, New York: Fairchild Publications, Inc., 1968. 243 pp. ($7.95. Fashion, store image, boutique, increasing personal effectiveness.)

* Housekeeping Management Assistant, Student Edition. Rev. ed. Lubbock, Texas: Home Economics Instructional Materials Center, 1975. 249 pp. ($5.00, in Texas; $6.50, out-of-state. Equipment, maintenance of floors, dusting, caring for furniture.)

* Jabenis, Elaine. The Fashion Director: What She Does & How to Be One. New York, New York: John Wiley and Sons, Inc., 1972. 407 pp. ($11.50; $7.75, paperback. Display, fashion shows, fashion terms.)

Jarnow, Jeannette and Judelle, Beatrice. Inside the Fashion Business. 2nd ed. New York, New York: John Wiley and Sons, Inc., 1974. 432 pp. ($11.95. Inside the fashion industry, designing, producing, and distributing apparel and accessories.)

* Required reference
\+ State adopted textbook

Joel, Shirley. Fairchild's Book of Window Display. New York, New York: Fairchild Publications, Inc., 1973. 181 pp. ($15.00. Accessories and cosmetics; the boutique approach and small specialty shop; children and young people; fashion; home furnishings and furniture; mens wear; seasonal; institutional; special events; tricks of the trade.)

* Kimbrell, Grady and Vineyard, Ben S. Succeeding in the World of Work. 2nd ed. Bloomington, Illinois: McKnight Publishing Company, 1975. 326 pp. ($9.32. Importance of attitude, what employer and employee may expect, getting along with co-workers, unions and professional groups.)

* McDermott, Irene E. and Norris, Jeanne L. Opportunities in Clothing. Peoria, Illinois: Chas. A. Bennett Co., Inc., 1972. 350 pp. ($8.28. Color, line, design, fabric, industrial sewing, clothing construction, fitting and alterations.)

* Mauger, Emily M. Modern Display Techniques. New York, New York: Fairchild Publications, Inc., 1964. 127 pp. ($8.50. Store, arranging merchandise, pictures, color, lighting, psychological aspects, dramatic settings, fashion shows, examples.)

Tolman, Ruth. Fashion Marketing and Merchandising. Bronx, New York: Milady Publishing Corporation, 1974. 372 pp. ($9.50, paperback. Various aspects of the fashion industry and executive leadership.)

Troxell, Mary D. and Judelle, Beatrice. Fashion Merchandising. New York, New York: McGraw-Hill Book Company, 1971. 576 pp. ($8.40; instructor's manual and key. Dynamics of fashion, and career opportunities in fashion.)

* + Vanderhoff, Margil; Franck, Lavina; and Campbell, Lucille. Textiles for Homes and People. Lexington, Massachusetts: Ginn and Company, 1973. 516 pp. ($6.60. Textiles, fabric and design, textile laws and standards, clothing needs and wants, occupations in textiles.)

AUDIOVISUAL

Careers in the Fashion Industry. New York, New York: Butterick Publishing, n.d. ($120.00, with records; $128.00, with cassettes. Eight filmstrips, color, sound, teacher's guide, student activity guides. Career opportunities, ready-to-wear, home sewing, fabrics, career-starting jobs to high executive positions.)

FASHION COORDINATOR

REFERENCES	UNITS I	II	III	IV	V	VI	
Opportunities in Clothing	30-42	26-29 151-162 183-185	193-225	83-150	43-82	307-336	
+ Textiles for Homes and People	462-469		216-252	2-172			
+ Clothing: A Comprehensive Study	356-371		244-271		72-103 160-188 208-243 287-311		
Modern Display Techniques							
The Fashion Director					385-391		
* * Clothing Assistant						9-83 101-104	

+ State adopted textbook
* * Required references for Clothing Assistant and Housekeeping Management Assistant must also be provided.

FASHION COORDINATOR

REFERENCES	UNITS						
	I	II	III	IV	V	VI	
* * Housekeeping Management Assistant							
Succeeding in the World of Work	63-77 87-95	50-62 104-111					

FASHION COORDINATOR

REFERENCES	UNITS						
	VII	VIII	IX				
Opportunities in Clothing							
* Textiles for Homes and People							
* Clothing: A Comprehensive Study							
Modern Display Techniques	13-78	80-81					
The Fashion Director	211-237	265-299					
* * Clothing Assistant							

FASHION COORDINATOR

REFERENCES	UNITS						
	VII	VIII	IX				
* * Housekeeping Management Assistant			31-60 133-140 159-168				
Succeeding in the World of Work							

FLORAL DESIGNER

BOOKS

* Benz, M. Flowers: Geometric Form. 3rd ed. Houston, Texas: San Jacinto Publishing Company, 1966. 320 pp. ($35.00. Principles of flower arrangement, design, types of floral design, preparation of corsages and flowers for weddings and funerals.)

Carico, Nita Cox and Guynn, Jane Calvert. The Dried-Flower Book: A Guide to Methods and Arrangements. Garden City, New York: Doubleday and Company, Inc., 1962. 128 pp. ($5.95. Methods for drying plant material, principles of floral design, construction and care of dried arrangements.)

+ Cutler, Katherine N. How to Arrange Flowers for All Occasions. Garden City, New York: Doubleday and Company, Inc., 1967. 256 pp. ($5.95. Principles of flower arrangement design, floral arrangements made from foliage, wildflowers, dried materials and artificial flowers, arrangements for the home and special occasions.)

* Floristry. Austin, Texas: The University of Texas Instructional Materials Center, 1954. 110 pp. Designing, display, services, care of flowers and plants, construction and preparation of arrangements. Separate student assignment section included.)

* Housekeeping Management Assistant, Student Edition. Rev. ed. Lubbock, Texas: Home Economics Instructional Materials Center, 1975. 249 pp. ($5.00, in Texas; $6.50, out-of-state. Equipment and supplies, maintenance of floors, dusting, caring for furniture.)

Pfahl, Peter B. The Retail Florist Business. 2nd ed. Danville, Illinois: The Interstate Printers and Publishers, Inc., 1973. 455 pp. ($7.95. Flower arranging and foliage arrangements.)

Gordon, Robert L. Professional Flower Arranging for Beginners. San Luis Obispo, California: Vocational Education Productions, 1974. 128 pp. ($4.95, soft-cover; $6.95, hard-cover. Basic floral materials, equipment; care of flowers, color, continental design, ikebana, western line design, vertical and horizontal arrangements, bisymmetrical and trisymmetrical centerpieces, designing for competition.)

PAMPHLET

Arranging Flowers in Vases and Bowls. Urbana, Illinois: Vocational Agriculture Service, 1969. 20 pp. ($0.30, plus $0.50 postage. Plant materials, tools, containers, flower arrangements, and designing arrangements.)

* Required reference
\+ State adopted textbook

AUDIOVISUAL

Beginning Techniques in Flower Arranging. San Luis Obispo, California: Vocational Education Productions, n.d. ($7.00. One filmstrip, color, sound or silent, 86 frames, taped narration and illustrated script. Basic principles and techniques of flower arranging, identification of types of flowers, care after cutting, and mechanical aids used in flower arranging.)

The Story of Flowers Part I and II. Colorado Flower Growers Association, Inc., 1974. ($4.00. Two filmstrips, color, silent, script, teacher's outline and guide. History of flower arranging, care of flowers, flower arranging, six basic flower arrangement shapes and examples of each style.)

Tucker, Jeanne. Flowers to wear...Parts One, Two & Three. San Luis Obispo, California: Vocational Education Productions, n.d. ($39.50. Three filmstrips, color, sound or silent, Part I--4[illegible] frames, Part II--101 frames, Part III--107 frames, illustrated script and taped narration. Part I--Designing for the occasion, the costume and the individual. Part II--Beginning techniques in corsage making. Part III--Creating corsages with glamour.)

FLORAL DESIGNER

REFERENCES	UNITS						
	I	II	III	IV	V	VI	VII
Floristry	1-5	25-32 42-45		47-66	81-92	67-80	38-41
How to Arrange Flowers for All Occasions				21-33	34-47 48-62	13-20 65-133	184-222
Flowers-Geometric Form				92-99 100-106	79-89 106-121	1-41 43-78 90-91 123-157 293-315	159-243 245-290 290-291 293-319
Succeeding in the World of Work	63-77 87-95	50-62 104-111					
* * Housekeeping Management Assistant							
Modern Display Techniques							

* * Required references for Housekeeping Management Assistant must also be provided.

FLORAL DESIGNER

REFERENCES	UNITS						
	VIII	IX					
Floristry							
How to Arrange Flowers for All Occasions							
Flowers-Geometric Form							
Succeeding in the World of Work							
** Housekeeping Management Assistant		31-60 133-140 159-168					
Modern Display Techniques	13-78						

FOOD CATERER AIDE

BOOKS

* Cornelius, Ethelwyn G. Food Service Careers. Peoria, Illinois : Chas. A. Bennett Co., Inc., 1974. 336 pp. ($11.32. Food service industry, opportunities and training, the food service team, food preparation, menus, catering, service jobs, waiting on customers, managing yourself, sanitation, safety, labor laws and regulations.)

Finance, Charles. Buffet Catering. New York, New York: Ahrens Publishing Co., Inc., 1958. 356 pp. ($15.54. Set-up of a cold buffet, decorating materials, selection and preparation of hot and cold foods, various buffet styles.)

* Food Service Employee, Student Edition. Rev. ed. Lubbock, Texas: Home Economics Instructional Materials Center, 1975. 315 pp. ($5.00, in Texas; $6.50, out-of-state. Sanitation, safety, nutrition, equipment, food preparation, customer service techniques, procedures for storeroom control.)

Lange, Howard F. Catering. New York, New York: Ahrens Publishing Co., Inc., 1955. 128 pp. ($4.95. Practical suggestions for prenuptial parties, weddings, Bar Mitzvahs, anniversaries, business lunches, breakfasts, lunches, teas, dinners, necessary equipment, staff, proper etiquette.)

* + Lewis, Dora S.; Peckham, Gladys C.; and Hovey, Helen S. Family Meals and Hospitality. New York, New York: Macmillan Publishing Co., Inc., 1972. 560 pp. ($10.56. Preparation of a variety of foods, basic nutrition.)

* Weiss, Edith and Weiss, Hal. Catering Handbook. New York, New York: Ahrens Publishing Co., Inc., 1971. 290 pp. ($14.40. Types of catering, equipment, kitchen and commissary, staff, arranging the affair, special cakes for special occasions, centerpieces, food decoration, menu file, recipe file.)

NOTE: For additional references, see reference list for Food Service Employee.

* Required reference
\+ State adopted textbook

FOOD CATERER AIDE

REFERENCES	UNITS						
	I	II	III	IV	V	VI	VII
Food Service Careers	185-191 193-198	192-193					
Catering Handbook	1-6	20-21 44-45			13-20 22-29	7-10	
* * Food Service Employee		21-48	49-58	89-112	113-160	161-186	187-218

* * Required references for Food Service Employee must also be provided.

FOOD CATERER AIDE

REFERENCES	UNITS						
	VIII	IX	X	XI	XII		
Food Service Careers				253-256			
Catering Handbook	163-172			100-118 146-162 138-145			
** Food Service Employee	219-236	237-252	253-266	267-278 287-296 299-304	205-218		

FOOD SERVICE EMPLOYEE

BOOKS

Andrews, Helen Holmes. Food Preparation. Toronto, Ontario, Canada: McGraw-Hill Book Company, 1967. 147 pp. ($7.72. Opportunities in the food service industry and food preparation techniques.)

+ Barclay, Marion S.; Champion, Frances; and Brinkley, Jeanne Hayden. Teen Guide to Homemaking. New York, New York: McGraw-Hill Book Company, 1972. 528 pp. ($6.48. Human and family relationships, home management, interior design, foods and nutrition, and consumer information.)

Being A Food Service Worker. Bowie, Maryland: Robert J. Brady Company, 1967. 276 pp. ($5.50. Training information for food service workers to be employed in hospitals, clinics, and nursing homes. Safety, sanitation, nutrition, preparation and service of food, and cost control.)

* Cornelius, Ethelwyn G. Food Service Careers. Peoria, Illinois: Chas. A. Bennett Co., Inc., 1974. 336 pp. ($11.32. Skills and attitudes needed for successful employment in the food service industry.)

Finance, Charles. Buffet Catering. New York, New York: Ahrens Publishing Co., Inc., 1958. 256 pp. ($13.50. Preparation and display of food for buffet service.)

Folsom, LeRoi A. (Ed.) 4th ed. The Professional Chef. Boston, Massachusetts: Cahners Publishing Co., Inc., 1974. 464 pp. ($19.95; $14.95, recipe cards; $30.00, book plus cards. Food service occupations, hygiene and sanitation, tools and equipment, safety, food cost, converting recipes, techniques and recipes for a variety of foods, menus, and metric system.)

Food For Us All-The Yearbook of Agriculture, 1969. Washington, D.C.: Superintendent of Documents, U.S. Government Printing Office, 1969. 360 pp. ($5.95 or contact your congressional representative for a complimentary copy. Producing food, purchasing and preparing food, basic nutrition, and meal planning.)

Foodservice Career Education Series. Boston, Massachusetts: Cahners Publishing Co., Inc., 1974. ($3.95, each module; thirty-five modules. Job entry-level competencies in fourteen actual foodservice positions and three occupational categories--preparation, service, and management.)

Harris, Ellen Adeline. Professional Restaurant Service. New York, New York: McGraw-Hill Book Company, 1966. 99 pp. ($5.96. Techniques for meeting the public, personal appearance, service of food, and applying for a job in restaurant service.)

Kaplan, Aaron. Elements of Food Preparation and Baking. Indianapolis, Indiana: ITT Educational Publishing, 1971. 310 pp. ($10.60. Sanitation and safety, tools and equipment, basic cookery methods, baking techniques, beverage preparation, convenience foods, and microwave ovens.)

* Required reference
+ State adopted textbook

Laine, Steven and Laine, Iris. Promotion in Food Service. New York, New York: McGraw-Hill Book Company, 1972. 212 pp. ($7.25; $1.50, instructor's manual. Management and waiter/waitress duties.)

Lehrman, Lewis. Dining Room Service. New York, New York: ITT Educational Publishing, 1971. 204 pp. ($8.60. Management of food and beverage service, equipment and supplies, preparation of dining room for service, service of food and beverage, special service situations, and counter service.)

Lewis, Dora S.; Banks, Anna K,; and Banks, Marie. Teen Horizons at Home and School. New York, New York: Macmillan Publishing Co., Inc., 1970. 480 pp. ($7.23. Personal and family relations, personal appearance, nutrition, and management of resources.)

* + Lewis, Dora S.; Peckham, Gladys C.; and Hovey, Helen S. Family Meals and Hospitality. New York, New York: Macmillan Publishing Co., Inc., 1972. 532 pp. ($10.56. Food and health, management and service, breakfast, luncheon, dinner, entertaining, special meals, foods for future use, and recipes.)

Morgan, William J., Jr. Supervisors and Management of Quantity Food Preparation. Berkeley, California: McCutchan Publishing Corporation, 1974. 380 pp. ($12.50, per set; visual aids booklet and teacher's guide. Management of food service operations including facilities, storage, sanitation and safety, and food preparation and service.)

Nichols, H. L., Jr. Cooking With Understanding. Greenwich, Connecticut: North Castle Books, 1971. 826 pp. ($12.50; $2.50, guidebook. Techniques for handling food, methods of cookery, food preparation, freezing, canning and preserving, nutrition, sanitation, and equipment.)

Sultan, William J. Elememtary Baking. New York, New York: McGraw-Hill Book Company, 1969. 268 pp. ($7.84; $2.50, teacher's guide. Preparation of quick bread and yeast bread products, fried products, pies, cakes, puff pastry, and cookies.)

Thorner, Marvin Edward. Convenience and Fast Food Handbook. Westport, Connecticut: The AVI Publishing Co., Inc., 1972. 358 pp. ($20.00. History of convenience and fast foods; the fast-food preparation center; and the control, evaluation, and handling of efficiency foods.)

Villela, Joseph. The Hospitality Industry - The World of Food Service. New York, New York: McGraw-Hill Book Company, 1975. 320 pp. ($8.76; instructor's manual and key. History of industry, types of operations, jobs, departments, stations, equipment, dishwashing, pot and pan washing, warewashing and cleaning machines, raw materials and main foods, sanitation, convenience foods and automatic vending, facilities design, and house rules.)

Weiss, Edith and Weiss, Hal. Catering Handbook. New York, New York: Ahrens Publishing Co., Inc., 1971. 290 pp. ($12.50. Types of catering services, equipment, staffing, preparing menus, room arrangement, and preparation of food.)

+ White, Ruth Bennett. Food and Your Future. Englewood Cliffs, New Jersey: Prentice-Hall, Inc., 1972. 470 pp. ($8.97. Information on nutrients, choices of foods for healthy bodies, and meal planning and management.)

PAMPHLETS

Food Training Routines I & II. Chicago, Illinois: Kent State University, Food Service Department, 1971. 52 pp. ($5.95. Order from Cahners Publishing Co., Inc. Grill, deep-fat fryers, rotary ovens, steam jacketed kettles, compartment steamers, small kitchen machines, and cutlery.)

A Guide to Nutrition and Food Service: For Nursing Homes and Homes for the Aged. Rev. ed. Washington, D.C.: U.S. Department of Health, Education, and Welfare, 1971. 112 pp. ($2.45. Order from Superintendent of Documents. Concepts of quantity food service, meaning of food, department organization, menu planning, food purchasing, food storage, food preparation, meal service, sanitation and safety, and management.)

Pest Prevention. Rev. ed. Chicago, Illinois: National Restaurant Association, 1970. 16 pp. ($1.00. Types of pests, destroying and repelling pests, and control of pests.)

Tigner, Nancy C. and Knickrehm, Marie E. French Knife Speeds Food Preparation. Ithaca, New York: Cornell University, New York State College of Human Ecology, 1963. 7 pp. ($0.10. Selection, use, and care of french knife.)

PAMPHLET SOURCE

Texas State Department of Health, 410 East 5th Street, Austin, Texas 78701

AUDIOVISUALS

All About Garnishes. Chicago, Illinois: Ekco Housewares Company, 1966. ($4.00, for kit; additional cost of $2.50 for recorded narration. One filmstrip, color, silent, 53 frames. Preparation and use of garnishes to make meals more appealing.)

All About Rice. Houston, Texas: Rice Council of America, n.d. (Free. One filmstrip. Use of rice in the diet with procedures for purchasing, preparing, and serving.)

Best Food In Town. Austin, Texas: Texas State Department of Health, n.d. (Free loan. Film, color, sound, 20 minutes. Importance of food service employee cleanliness and restaurant sanitation.)

Careers in the Food Industry. New York, New York: Butterick Publishing, 1974. ($64.00, with records; $68.00, with cassettes. Four filmstrips, color, sound, teacher's guide. Food-related positions--management, research and development, testing, host or hostess, etc.)

The Coffee That Came to Dinner. New York, New York: Pan-American Coffee Bureau, 1970. (Free loan. Film, color, sound, 15 minutes. Training personnel on procedures for brewing, pinpointing trouble spots, and detecting common equipment malfunctions.)

Dining Room Sanitation. Sherman Oaks, California: National Educational Media, Inc., 1970. (Free loan. Order from Texas State Department of Health. Film, color, sound, 12 minutes. Techniques of sanitary food handling for dining room personnel; importance of the server's personal cleanliness, hygiene, and grooming; sanitary practices necessary before reporting for work; and dining room practices that inhibit growth of germs.)

Home Sweet Home Style. n.p.: Archway Cookies, Inc., n.d. (Free loan. Order from Modern Talking Picture Service, Inc. Film, color, sound, 27 minutes. Relationship between home-made cookies and mass-produced varieties; and similarity of recipes, ingredients, and baking techniques.)

How Clean is Clean? Ann Arbor, Michigan: National Sanitation Foundation and Conference of Municipal Health Engineers, 1956. (Free loan. Order from Economics Laboratory, Inc. Film, color, sound, 20 minutes. Proper dishwashing methods including importance of proper rinse temperature, detergent, and placement on racks.)

How Do You Look When It Counts? Sherman Oaks, California: National Educational Media, Inc., 1970. (Free loan., Order from Texas State Department of Health. Film, color, sound, 11 minutes. Basic waiter/waitress training, importance of hospitality, cleanliness, and efficiency with pointers on grooming, appearance, and personal hygiene.)

How To Cook Macaroni Foods. Chicago, Illinois: Wheat Flour Institute, n.d. ($2.00. Film, color, silent. Cooking procedures for macaroni products.)

The Invaders. Des Plaines, Iowa: Dallas Jones, 1962. (Free loan; $125.00, purchase price. Order from Diversey Chemicals. Film, color, sound, 30 minutes. Role of sanitation, good housekeeping procedures including cleaning garbage cans, walk-in coolers, steam tables, cutting boards, dishwashing machines and deep-fat fryers, daily assignment chart, bacteria transfer, inspection, and storage of food stuff received.)

Karr, Barbara. Health - A Total Concept. New York, New York: Single Service Institute, Inc., 1974. (Free to educators. One filmstrip, color, sound, pulsed audio recording, five posters, teacher's manual. Interrelationship between food sanitation and other environmental factors.)

Kitchen Habits. Atlanta, Georgia: U.S. Public Health Service, 1965. ($36.68. Film, color, sound, 10 minutes. Proper sanitary food handling practices in a restaurant kitchen.)

Kitchen Management Principles. New York, New York: Sterling Educational Films, 1966. ($165.00. Film, color, sound, 13 minutes, available in 8 mm. loop films. Equipment storage, safety, sanitation, table setting, and cleanup.)

Luncheonette Service Blues. Huntington, New York: Merchandiser Film Productions, n.d. ($15.00. Film, color, sound, 72 frames. Correct and incorrect procedures for counter service.)

Modern Sandwich Methods for Quantity Food Service. Chicago, Illinois: American Institute of Baking, 1968. ($12.00, rental; $35.00, purchase. Film, color, silent, 44 minutes. Making and wrapping sandwiches by hand or machine, vending, food storage, and handling.)

Mr. Dish Machine Operator. Sherman Oaks, California: National Educational Media, Inc., 1970. (Free loan. Order from Texas State Department of Health. Film, color, sound, 13 minutes. Operation of commonly used dish machines including correct loading procedures, pre-rinsing, safe and sanitary handling of dishes, temperature control, use of detergents and other chemicals, rules for cleaning, and prevention of breakage.)

Outbreak of Salmonella Infection. Atlanta, Georgia: U.S. Public Health Service, n.d. ($42.65. Film, color, sound, 12 minutes. Illness develops from eating chicken which is contaminated with salmonella stressing the importance of sanitation and holding temperatures.)

Quick Breads - Part III - Variety Roundup. Chicago, Illinois: Wheat Flour Institute, 1964. ($3.00. One filmstrip, color, silent, narration guide, 48 frames. Making quick-leavened products, step-by-step photographs.)

Refrigerated Food Storage Principles. New York, New York: Du Art Film Laboratories, n.d. ($1.25. Order from U.S. Public Health Service. One filmstrip, B/W, silent, 2 parts. Food storage techniques for refrigerated foods.)

The Restaurant Worker. Minneapolis, Minnesota: The University of Minnesota, Audiovisual Library Service, 1967. ($9.50. One filmstrip, color, 56 frames. Knowledge of restaurant workers' world of work, the types of businesses which employ restaurant workers, the different types of jobs on a restaurant staff, and responsibilities of each job type.)

Safe Foodhandling in Quantity. Austin, Texas: Texas State Department of Health, n.d. (Free loan. Film, color, sound, 17 minutes. Causes of food poisoning, kinds of bacteria that cause it, and conditions for bacterial growth including sanitary measures for safe handling, storage, and service of food.)

Salads: Versatility Plus. n.p.: Best Foods, n.d. (Free loan, user pays return postage, accompanied by 50 recipe leaflets. Order from Association-Sterling Films. One filmstrip, color, sound, 15 minutes. Salad ingredients, salad dressing, and serving tips.)

Sanitation: Rules Make Sense. Sherman Oaks, California: National Educational Media, Inc., 1970. (Free loan. Order from Texas State Department of Health. Film, color, sound, 12 minutes. Basic rules of sanitation including handling potentially hazardous foods, control of pests, personal cleanliness, and proper techniques for cooling, storage, and refrigeration.)

Sanitation: Why All the Fuss. Sherman Oaks, California: National Educational Media, Inc., 1970. (Free loan. Order from Texas State Department of Health. Film, color, sound, 12 minutes. Biological reasons for sanitation and the conditions for controlling bacteria growth stressing the importance of cleanliness and need for proper heating and cooling of foods.)

HOME FURNISHINGS AIDE

BOOKS

* Alexander, Mary Jean. Decorating Made Simple. Garden City, New York: Doubleday and Company, Inc., 1964. 182 pp. ($1.95. You and your home, guide to design terms, where to start, understanding color, floors and floor coverings, walls and wall coverings, windows, fabrics, furniture, accessories, lighting and equipment, history.)

* Beitler, Ethel J. and Lockhart, Bill C. Design for You. 2nd ed. New York, New York: John Wiley and Sons, Inc., 1969. 247 pp. ($13.25. Design for our age, guideposts for organization, line, shape, space, color, feeling is seeing, designing with ABC's, design speaks out.)

* Craig, Hazel T. and Rush, Ola Day. Homes With Character. 3rd ed. Indianapolis, Indiana: D. C. Heath and Company, 1970. ($6.90; $0.84, charts. Contemporary housing concepts including social, psychological, economic and managerial aspects; values in housing; home financing; consumer buying; home maintenance and repairs; and decorating.)

Faulkner, Ray and Faulkner, Sarah. Inside Today's Home. 3rd ed. New York, New York: Holt, Rinehart and Winston, Inc., 1968. 552 pp. ($13.50. Activities, space, and equipment; design and color; materials; major elements; the whole house; historical heritage.)

* Graber, Marie. First Official Window Decorating Guide. New York, New York: Essandess Specials, 1968. 113 pp. ($1.00. Order from Simon and Schuster, Inc. Basic window information, windows and individual rooms, window ideas, construction.)

+ Lewis, Dora S.; Burns, Jean O.; and Segner, Esther E. Housing and Home Management. New York, New York: Macmillan Publishing Co., Inc., 1969. 464 pp. ($7.14. Furnishing the home, selecting and arranging furniture, planning different areas in the home.)

+ Morton, Ruth; Gauther, Hilda; Gutherie, Virginia. The Home: Its Furnishings and Equipment. New York, New York: McGraw-Hill Book Company, 1970. ($10.24; $11.20, teacher's manual. Planning, budgeting, buying and arranging furniture and furnishings; and selecting, operating, caring for equipment.)

* Stepat-De Van, Dorothy. Introduction to Home Furnishings. 2nd ed. New York, New York: Macmillan Publishing Co., Inc., 1971. 342 pp. ($11.50. Planning the home, design, styles of furniture, decoration, consumer buying.)

+ Vanderhoff, Margil; Lavina, Franck; and Campbell, Lucille. Textiles for Homes and People. Lexington, Massachusetts: Ginn and Company, 1973. 516 pp. ($6.60; teacher's guide. Textile fibers and construction, fabric and design, federal textile laws, standards for textile products.)

* Required reference
+ State adopted textbook

PAMPHLETS

The Botton-Up Window Shade. New York, New York: Window Shade Manufacturers Association, n.d. (Courtesy copy to educators; consumer send stamped, self-addressed, long business size envelope with request. Explores this method of controlling privacy and light.)

Comstock, Ruth B. How to Make Curtains and Draperies. Ithaca, New York: Cornell University, New York State College of Human Ecology, 1967. 33 pp. ($0.75. Planning for curtains and draperies--purpose, types of windows, types of curtains and draperies, fabrics, installation; making curtains; making lined draperies; making unlined draperies.)

The Decorative Window Shade. New York, New York: Window Shade Manufacturers Association, n.d. 16 pp. (Courtesy copy to educators; $0.25, consumer; $6.25, classroom set 50 copies. Remittance must accompany order. Window treatment ideas; functions of window shades--decor, architecture, and light control.)

Do-It-Yourself Ideas for Window Shades. New York, New York: Window Shade Manufacturers Association, n.d. 16 pp. (Courtesy copy to educators; $0.25, consumer; $6.25, classroom set 50 copies. Remittance must accompany order. Decorating plain shades with trimming, appliquing, and painting.)

Facts About Laminated Window Shades. New York, New York: Window Shade Manufacturers Association, n.d. 2 pp. (Courtesy copy to educators; consumer send stamped, self-addressed, long business size envelope with request. Answers to basic questions about professional and "do-it-yourself" laminated shades.)

* Fashions in Dining, (Hidden Value Series). Chicago, Illinois: Sears, Roebuck and Company, n.d. (Evaluation copy free; $2.50, classroom set 50 copies. Buymanship, use of table appointments, principles of design.)

* Hoover-Seng Furniture Facts. 24th ed. Chicago, Illinois: Hoover-Seng Company, 1974. 200 pp. ($2.00. Remittance must accompany all orders. Furniture, draperies, floor coverings, bedding, colors, woods, and fabric facts.)

How to Select Furniture. Chicago, Illinois: Sears, Roebuck and Company, n.d. (Evaluation copy free; $2.50, classroom set 50 copies. Woods and finishes, construction, cushioning, coverings, and checklists for case goods and upholstered furniture.)

How to Select Window Treatments. Chicago, Illinois: Sears, Roebuck and Company, n.d. (Evaluation copy free; $2.50, classroom set 50 copies. Windows as an integral part of decorating scheme; types of treatments available, including fabrics and finishes; and how to measure for them.)

* Textile Handbook. Rev. ed. Washington, D.C.: American Home Economics Association, 1970. 128 pp. ($3.00. Remittance must accompany orders of less than $10.00. Natural and man-made fibers, yarns, fabrics, finishes, dyes, maintenance, labeling, legislation, and standards.)

Window Shade Primer. New York, New York: Window Shade Manufacturers Association, n.d. 16 pp. (Courtesy copy to educators; $0.25, consumer; $6.25, classroom set 50 copies. Remittance must accompany order. Shades for every window, variety of installation, tips on care and adjustment.)

AUDIOVISUALS

All About Window Shades. New York, New York: Window Shade Manufacturers Association, n.d. (Free loan. Sixteen slides, color, silent, 20 minutes, script. Window treatments.)

Careers in Housing: The Interior. New York, New York: Butterick Publishing, 1974. ($64.00, with records; $68.00, with cassettes. Four filmstrips, color, sound, teacher's guide. Housing-related occupations--interior decorator, furniture craftsmen, supervisors, merchandising, sales, etc.)

Color in Home Furnishings. Chicago, Illinois: Sears, Roebuck and Company, n.d. ($12.00. Ten transparencies, color, teacher's guide. Importance of color in home furnishings, color schemes.)

Decorating Made Easy. Chicago, Illinois: Sears, Roebuck and Company, n.d. ($5.00. One filmstrip, color, silent, script, 50 "How to Select Furniture" booklets. Elements of design in terms of color schemes, furnishings and accessories, and suitability for a family's lifestyle.)

Fashions in Dining. Chicago, Illinois: Sears, Roebuck and Company, n.d. ($5.00. One filmstrip, color, silent, script, teacher's study guide, 50 "Fashion in Dining" booklets. Applying rules of table setting as well as basic information on purchase of tableware.)

Home Decoration Series. New York, New York: McGraw-Hill Films, n.d. (Each set--$54.00, with record; $59.00, with cassette. Two sets--four filmstrips each, color, sound, 70 frames each. Set I--Elements and principles of design, selecting furniture, and arranging furniture. Set II--Selecting tableware, selecting fabrics, lighting, and decorating.)

Window Treatments. Chicago, Illinois: Sears, Roebuck and Company, n.d. ($5.00. One filmstrip, color, silent, script, 50 "Window Treatments" booklets. Purpose and function of windows, different window types, and variety of creative treatments.)

PERIODICAL

Fabric Facts. Joliet, Illinois: International Fabricare Institute. (n.p. Monthly. Fabric information, dealing with fabric problems, construction techniques, care information, etc.)

HOUSEKEEPING MANAGEMENT ASSISTANT

BOOKS

America's Handyman Book. Rev. ed. New York, New York : Charles Scribner's Sons, 1970. 529 pp. ($10.00. Tools, floors and stairs, walls and ceilings, doors, windows, climate control, electricity, plumbing, roof, outerwalls, foundation, painting, working with wood, masonary.)

Arco Editorial Board. Janitor-Custodian. New York, New York: Arco Publishing Co., Inc., 1968. 281 pp. ($6.50; $3.00, paperback. Study guide for Civil Service Test for janitor-custodian.)

* + Bratton, Esther Crew. Home Management Is.... Boston, Massachusetts: Ginn and Company, 1971. 337 pp. ($5.64; $2.37, teacher's guide. Transparencies available. Food provision, house care, textiles care, processes of management, work capacity, work methods, work spaces, time.)

Carson, Byrta, and Ramee, MaRue Carson. How You Plan and Prepare Meals. 2nd ed. New York, New York: McGraw-Hill Book Company, 1968. 562 pp. ($8.48. Serving meals, buying and preparing foods, using equipment, using recipes.)

Consumer Education for Families with Limited Incomes. Lubbock, Texas: Home Economics Instructional Materials Center, 1971. 360 pp. ($8.00, in Texas; $10.50, out-of-state. Decision-making, planning, buying.)

Custodial Training. Columbus, Ohio: Instructional Materials Laboratory, The Ohio State University, 1962. 165 pp. ($2.25, plus $0.40 shipping charge. Work schedules for cleaning various areas in schools and procedures for performing specific tasks.)

Feldman, Edwin B. Housekeeping Handbook for Institutions, Business and Industry. New York, New York: Frederick Fell, Inc., 1969. 423 pp. ($14.95. Housekeeping management and supervision, housekeeping facilities, equipment, chemicals, floor care, safety and fire prevention, common mistakes in cleaning, cross-infection.)

* Being a Housekeeping Aide. Bowie, Maryland: Robert J. Brady Company, 1967. 320 pp. ($5.50. Transparencies available. Sanitation, disinfection, motion economy, cleaning procedures, maintaining floors, stain removal, pest control, cleaning patient units, cleaning isolation units, equipment, safety.)

Housekeeping Manual for Health Care Facilities. Chicago, Illinois: American Hospital Association, 1966. 159 pp. ($3.50. Managing the housekeeping department, sanitation, cleaning and maintenance procedures, stain removal, equipment, supplies, services, safety, interior decoration.)

Johnson Modern Maintenance Handbook. Racine, Wisconsin: Johnson Wax, Service Products Division, 1973. 144 pp. ($1.95. Step-by-step procedures for maintenance tasks, floor care, cleaning systems, wash room sanitation. Easy reading.)

* Required reference
\+ State adopted textbook

Kinder, Faye. Meal Management. 4th ed. New York, New York: Macmillan Publishing Co., Inc., 1973. 552 pp. ($8.95. Food buying, planning, and meal management, table service, meals for special occasions.)

+ Lewis, Dora S.; Burns, Jean O.; and Segner, Esther F. Housing and Home Management. New York, New York: Macmillan Publishing Co., Inc., 1969. 464 pp. ($9.52. Challenge of home management; managing time, energy, and skills; buying; care of furnishings and of specific rooms.)

Ludwig, Amber C. The Bissell Guide To Housekeeping for Young Homemakers. New York, New York: Bantam Books, Inc., 1967. 416 pp. ($0.50. Order from Bissell Consumer Services Institute. Storage, food buying, food storage, meal planning and preparation, equipment, laundry procedures, safety, and housecleaning procedures.)

McDermott, Irene E.; Norris, Jeanne L.; and Nicholas, Florence W. Homemaking for Teenagers, Book II. 3rd ed. Peoria, Illinois: Chas. A. Bennett Co., Inc., 1972. 736 pp. ($9.96. Planning, preparing, and serving family meals.)

McDermott, Irene E.; Trilling, Mable B.; and Nicholas, Florence W. Food for Modern Living. New York, New York: J. B. Lippincott Company, 1967. 588 pp. ($7.20. Kitchen equipment, kitchen housekeeping, table setting, service, manners, nutrition, meal planning, meal preparation, and entertaining.)

Moore, Alma Chesnut. How to Clean Everything. New York, New York: Simon and Schuster, Inc., 1971. 203 pp. ($1.95. Procedures for cleaning various surfaces and articles.)

Peet, Louise; Pickett, Mary S.; Arnold, Mildred G.; and Wolf, Ilse H. Household Equipment. 6th ed. New York, New York: John Wiley and Sons, Inc., 1970. 540 pp. ($11.95. Household equipment; kitchen utensils and tools; basic facts about electricity, gas, and household electronics; appliances; laundry equipment; cleaning equipment; and work simplification.)

Robbins, Jerry H., and Williams, Stirling B., Jr. School Custodian's Handbook. Danville, Illinois: The Interstate Printers and Publishers, Inc., 1970. ($3.45. Care of equipment, lights, ceilings, walls and woodwork, chalkboards, bulletin boards, doors, windows, furniture, stairs, floors, restrooms, cafeteria, gymnasium, auditorium, roof, outside of building, heating and cooling, electrical system, water and plumbing, painting, etc.)

Schery, Robert W. A Perfect Lawn: The Easy Way. Rev. ed. New York, New York: Macmillan Publishing Company, Inc., 1973. 294 pp. ($8.95. Lawn planning, planting, mowing, watering, and fertilizing; control of weeds, insects, and diseases. Glossary.)

Starr, Mary Catherine. Management for Better Living. Lexington, Massachusetts: D. C. Heath and Company, 1968. 452 pp. ($6.63. Management and its place in personal and family living, management of time and energy, and management of money and other income.)

Sunset Editors. Lawns and Ground Covers. Rev. ed. Menlo Park, California: Lane Magazine and Book Company, 1964. 112 pp. ($1.95, paperback. Grasses; lawn installation, watering, mowing, grooming, fertilizing, weeds and weed killers; lawn ailments; and ground covers.)

PAMPHLETS

Better Lawns. Washington, D.C.: Superintendent of Documents, U.S. Government Printing Office, 1971. 30 pp. ($0.25. Establishment, maintenance, and renovation of lawns; lawn problems; grasses and ground covers.)

"Care of Children." Supplementary unit to Housekeeping Management Assistant. Lubbock, Texas: Home Economics Instructional Materials Center, 1975. 60 pp. ($1.00. Infant care, guidance of children's behavior, children's food and eating habits, children's play, health and safety.)

"Care of Plants and Grounds." Supplementary unit to Housekeeping Management Assistant. Lubbock, Texas: Home Economics Instructional Materials Center, 1975. 40 pp. ($0.75. Care of house plants, lawn care, policing grounds, swimming pool maintenance.)

Custodial Management and Methods. Huntington, Indiana: Huntington Laboratories, 1968. 52 pp. ($1.00; free in small quantities. Six editions available. Various aspects of housekeeping management.)

Detroit Public Schools. Keys to Safety in Homemaking. New York, New York: McGraw-Hill Book Company, 1966. 53 pp. ($1.80. Safety procedures.)

"General Repairs and Maintenance." Supplementary unit to Housekeeping Management Assistant. Lubbock, Texas: Home Economics Instructional Materials Center, 1975. 40 pp. ($0.75. Electrical repairs and maintenance, non-electrical repairs and maintenance, furniture repair.)

Pfeiffer, William B. and Voegele, Walter O. Correct Maid for Hotels and Motels. 2nd ed. New York, New York: Hayden Book Co., Inc., 1965. 64 pp. ($1.75. Procedures for cleaning guest rooms. Easy reading.)

"Planning, Preparing, and Serving Family Meals." Supplementary unit to Housekeeping Management Assistant. Lubbock, Texas: Home Economics Instructional Materials Center, 1975. 60 pp. ($1.00. Meal planning, shopping for food and supplies, safety and sanitation in food preparation, kitchen tools and equipment, terminology used in food preparation, techniques of food preparation, and meal service.)

Sunset Editors. Basic Home Repairs Illustrated. Menlo Park, California: Lane Magazine and Book Company, 1971. 96 pp. ($1.95, paperback. Procedures for making electrical, plumbing, wood, fiber, wall, ceiling, door, window, and outdoor repairs. Tools used in making repairs.)

Tucker, Gina. The Science of Housekeeping. Boston, Massachusetts: Cahners Publishing Co., Inc., 1973. 113 pp. ($6.95, paperback. Housekeeping department, public areas, guest rooms, the linen room, furnishings, maintenance, records and restrooms.)

Widmer, Richard E. Care of House Plants. St. Paul, Minnesota: University of Minnesota, 1970. 51 pp. ($0.25. Provides information on culture, insect control, disease control, flowering plants, fruiting plants, foliage plants, cacti and succulents, special growing conditions, suggestions, and special exposure.)

The Work Manual of the Executive Housekeeper in the Hospital. Huntington, Indiana: Huntington Laboratories, 1967. 61 pp. ($1.00; free in small quantities. Eight editions available. Duties of housekeeping personnel, cleaning procedures, linen room, work schedules, safety, maintenance of equipment.)

PAMPHLET SOURCES

Educational Institute of American Hotel and Motel Association, 221 West 57th Street, New York, New York 10019

Huntington Laboratories, P.O. Box 710, Huntington, Indiana 76750

Johnson Wax, Department TT, Consumer Services Center, 1525 Howe Street, Racine, Wisconsin 53403

Local Cleaning Supply Distributor

PERIODICALS

The Executive Housekeeper. New York, New York: Pinover Publications. ($81.00 per year. Monthly.)

Motel/Motor-Inn Journal. Temple, Texas: The Tourist Court Journal Company, ($5.00 per year. Monthly.)

AUDIOVISUAL

Communicable Diseases Techniques. Bowie, Maryland: Robert J. Brady Company, n.d. ($25.00. One filmstrip, color, record, and manual. Cleaning the isolation unit, proper handwashing and grooming techniques, disposal of contaminated articles.)

PHYSICAL FITNESS AIDE

BOOKS

* American National Red Cross. First Aid Textbook. 4th ed. Garden City, New York: Doubleday and Company, Inc., 1957. 249 pp. ($1.50, paperback. How and why of first aid, standard and advanced first aid theory and skills.)

* Barney, Vernon S.; Hirst, Cynthia C.; and Jensen, Clayne R. Conditioning Exercises, Exercises to Improve Body Form and Function. 3rd ed. St. Louis, Missouri: The C. V. Mosby Company, 1972. 141 pp. ($5.95. Need for exercise; selecting exercises to fill specific needs; exercises to improve flexibility; exercises to build muscular strength, endurance, and tone; exercises to improve body contour and muscular fitness; exercises to be performed on apparatus; relaxation; body mechanics; corrective and therapeutic exercises.)

* Cooper, Kenneth H. Aerobics. New York, New York: Bantam Books, Inc., 1968. 182 pp. ($1.25, paperback. Exercise program utilizing jogging, walking, swimming, and cycling.)

* Housekeeping Management Assistant, Student Edition. Rev. ed. Lubbock, Texas: Home Economics Instructional Materials Center, 1975. 249 pp. ($5.00, in Texas; $6.50, out-of-state. Equipment and supplies, maintenance of floors, dusting, caring for furniture.)

* James, Barry. Call Me Mister. Bronx, New York: Milady Publishing Corporation, 1974. 383 pp. ($10.25. Grooming, social graces, wardrobe, personality, speech, job success, physical fitness.)

+ Lewis, Dora S.; Peckham, Gladys C.; Hovey, Helen S. Family Meals and Hospitality. New York, New York: Macmillan Publishing Co., Inc., 1972. 560 pp. ($10.56. Food and health, three meals a day.)

Martin, Ethel Austin. Nutrition in Action. 3rd ed. New York, New York: Holt, Rinehart and Winston, 1971. 298 pp. ($10.95. Food habits, nutrition, the body's use of food, daily food patterns and adaptations, food fads.)

* Nidetch, Jean. Weight Watchers Cookbook. New York, New York: Hearthside Press, Inc., 1973. 288 pp. ($6.95. Rules and menu plans, recipes in the following categories: eggs, cheese, fish, meat and poultry, unlimited vegetables, sauces, dressings, dips, fruit, milk. Height and weight charts.)

* Royal Canadian Air Force Exercise Plans for Physical Fitness. New York, New York : Pocket Books, Inc., 1972. 175 pp. ($0.95, paperback. The XBX plan for women, the 5BX plan for men, why be fit, appearance, weight control, diet, and exercises for men and women.)

* Tolman, Ruth. Charm and Poise for Getting Ahead. Rev. ed. Bronx, New York: Milady Publishing Corporation, 1972. 431 pp. ($10.25. Skin care, cosmetic application, hair beautification, visual poise, wardrobe planning, personality development, voice, job success and body perfection.)

* Required reference
\+ State adopted textbook

* + White, Ruth Bennett. Food and Your Future. Englewood Cliffs, New Jersey: Prentice-Hall, Inc., 1972. 470 pp. ($9.32. Nutrition, meal management, low-calorie recipes, weight-height table.)

AUDIOVISUAL

Weight Control (The Oopsies). Washington, D.C.: U.S. Department of Agriculture, 1960. ($5.50, filmstrip; $13.00, slide set. B/W, silent, 22 frames. Order from: filmstrip, Photo Lab, Inc.; slide set, Photography Division, Office of Communication, U.S. Department of Agriculture. Two simple artwork characters overweight, tell why people get fat, why people want to reduce, and what helps most.)

PHYSICAL FITNESS AIDE

REFERENCES	UNITS						
	I	II	III	IV	V	VI	VII
Royal Canadian Air Force Exercise Plans for Physical Fitness			13-37	38-175			
Aerobics					1-173		
Conditioning Exercises					1-135		
Weight Watchers Cookbook				All			
Call Me Mister		214-230 255-278 287-316				355-358	
Charm and Poise for Getting Ahead		258-274 299-322				348-356 70-131	
+ Food and Your Future			365-371	3-35 309-322 339-355 372-391 407-444			

+ State adopted textbook
* * Required references for Housekeeping Management Assistant must also be provided.

PHYSICAL FITNESS AIDE

REFERENCES	UNITS						
	I	II	III	IV	V	VI	VII
First Aid Textbook							1-10 11-46 55-69 79-82 85-133
* * Housekeeping Management Assistant							

PHYSICAL FITNESS AIDE

REFERENCES	UNITS						
	VIII	IX	X				
Royal Canadian Air Force Exercise Plans for Physical Fitness							
Aerobics							
Conditioning Exercises							
Weight Watchers Cookbook							
Call Me Mister	231-241						
Charm and Poise for Getting Ahead	275-285						
+ Food and Your Future							

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PHYSICAL FITNESS AIDE

REFERENCES	UNITS						
	VIII	IX	X				
First Aid Textbook							
* * Housekeeping Management Assistant		209-249	31-60 113-118 123-140 159-162 203-208				

TESTER OF FOODS

BOOKS

* Kimbrell, Grady and Vineyard, Ben S. Succeeding in the World of Work. 2nd ed. Bloomington, Illinois: McKnight Publishing Company, 1975. 326 pp. ($9.32. Importance of attitude, what employer and employee may expect, getting along with co-workers, unions and professional groups.)

* Housekeeping Management Assistant, Student Edition. Rev. ed. Lubbock, Texas: Home Economics Instructional Materials Center, 1975. 249 pp. ($5.00, in Texas; $6.50, out-of-state. Equipment, maintenance of floors, dusting, caring for furniture.)

* Kramer, Amihud and Twigg, Bernard A. Quality Control for the Food Industry; Volume 1, Fundamentals. 3rd ed. Westport, Connecticut: The AVI Publishing Co., Inc., 1970. 566 pp. ($16.50. The quality control department general principles, color and gloss, viscosity and consistency, size and shape, defects, texture, flavor, taste testing, microanalytical methods, standards of quality, sampling, control charts, statistical methods, symbols and terms.)

* Lees, R. Laboratory Handbook of Methods of Food Analysis. Cleveland, Ohio: CRC Press, 1971. 181 pp. ($24.00. Sampling, laboratory techniques, chromatography, optical analytical techniques, taste panel testing, methods of analysis for various foodstuffs.)

Recommended Methods for the Microbiological Examination of Foods. 2nd ed. Washington, D.C.: American Public Health Association, 1966. 205 pp. ($6.50.)

Standard Methods for the Examination of Dairy Products. 12th ed. Washington, D.C.: American Public Health Association, 1967. 304 pp. ($10.50.)

Standard Methods for the Examination of Water and Waste Water. 13th ed. Washington, D.C.: American Public Health Association, 1971. 874 pp. ($22.50.)

* Thorner, Marvin Edward. Convenience and Fast Food Handbook. Westport, Connecticut: The AVI Publishing Company, Inc., 1973. 358 pp. ($20.00. Quality control.)

* + White, Ruth Bennett. Food and Your Future. Englewood Cliffs, New Jersey: Prentice-Hall, Inc., 1972. 470 pp. ($9.32. Quality and standards for meat, milk and milk products, vegetables and fruits, bread and cereals, fat, and water.)

* Required reference
\+ State adopted textbook

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REFERENCES	UNITS						
	I	II	III	IV	V	VI	VII
Quality Control for the Food Industry, Volume 1, Fundamentals	1-9	10-18	533-545	43-70 72-81 83-102			284-356
Succeeding in the World of Work		52-60					
Laboratory Handbook of Methods of Food Analysis			34-35				1-16
Convenience and Fast Food Handbook	149	150-152		161-168			205-207
* * Food Service Employee					21-30	49-58	
* Food and Your Future							
* * Housekeeping Management Assistant							

* State adopted textbook
* * Required references for Food Service Employee and Housekeeping Management Assistant must also be provided.

REFERENCES	UNITS VIII	IX	X	XI	XII		
Quality Control for the Food Industry, Volume 1, Fundamentals	19-205	452-532		237-252			
Succeeding in the World of Work							
Laboratory Handbook of Methods of Food Analysis	17-33 79-186						
Convenience and Fast Food Handbook	184-205 207-215	215-217		169-184			
* * Food Service Employee				31-34	35-48		
* Food and Your Future		59-85 105-121 147-169 187-201 217-220 232-234					
* * Housekeeping Management Assistant					31-60 133-140 159-168		

TESTER OF TEXTILES

BOOKS

* Hayward, John. The Stevens Fabricopedia. New York, New York: J. P. Stevens and Co., Inc., 1970. 149 pp. ($1.25. Definitions of terms used in the textile industry.)

* Housekeeping Management Assistant, Student Edition. Rev. ed. Lubbock, Texas: Home Economics Instructional Materials Center, 1975. 249 pp. ($5.00, in Texas; $6.50, out-of-state. Equipment, maintenance of floors, dusting, caring for furniture.)

* Kimbrell, Grady and Vineyard, Ben S. Succeeding in the World of Work. 2nd ed. Bloomington, Illinois: McKnight Publishing Company, 1975. 326 pp. ($9.32. Importance of attitudes, what employers and employees may expect, getting along with co-workers, unions and professional groups.)

* Physical Textile Testing at Westpoint Pepperell. Atlanta, Georgia: Textile Industries, 1968. 75 pp. (Free loan to Texas Home Economics Cooperative Education Teacher Coordinators from Home Economics Instructional Materials Center. Physical textile testing, fiber analysis, processing tests, yarn analysis, elementary statistical calculations, machine calibration.)

* + Vanderhoff, Margil; Lavina, Franck; and Campbell, Lucille. Textiles for Homes and People. Lexington, Massachusetts: Ginn and Company, 1973. 516 pp. ($6.80; teacher's guide. Textile fibers and construction, fabric and design, federal textile laws, standards for textile products.)

PAMPHLETS

Textile Handbook. Rev. ed. Washington, D.C.: American Home Economics Association, 1970. 128 pp. ($3.00. Remittance must accompany orders under $10.00. Natural and man-made fibers, yarns, fabrics, finishes, dyes, maintenance, labeling, legislation, and standards.)

Textile Laboratory Equipment List. Rev. ed. Washington, D.C.: American Home Economics Association. 1969. 19 pp. ($2.00. Remittance must accompany orders under $10.00. Description and approximate cost of equipment and supplies for textile laboratories.)

* Required reference
\+ State adopted textbook

TESTER OF TEXTILES

REFERENCES	UNITS I	II	III	IV	V	VI	VII
Physical Textile Testing	5-6					6-8	9-20
The Stevens Fabricopedia			1-138				
+ Textiles for Homes and People					2-172		
* * Housekeeping Management Assistant							
Succeeding in the World of Work		50-62					

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* * Required references for Housekeeping Management Assistant must also be provided.

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REFERENCES	UNITS						
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Physical Textile Testing	21-29	30-36	37-62	63-65	66-75		
The Stevens Fabricopedia							
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